

## **NWPMA Condition Survey Committee Meeting Minutes**

### **January 14, 2003**

**Attendees:**

Bill Whitcomb – City of Vancouver  
Bob Brooks – WST2 Center  
Dave Whitcher – CRAB  
Derald Christensen – Measurement Research Corporation  
Eric Edwards – Pierce County  
Lee Rawlings – City of Kennewick  
Larry Frostad – Island County  
Bill McEntire – Clark County  
Matt Fengler – City of Tacoma  
Bill Cawley – City of Lacey

- ❖ The meeting was called to order by Bill Whitcomb at approximately 10:10 am
- ❖ This committee meeting focused on a review of the “NWPMA Survey of Estimated Distress Extents Needed to Trigger MR&R Activities” form. This form is being developed to collect information on and document the decision making process for local agency visual distress analysis used to trigger MR&R activities.
- ❖ The committee discussed the changes need to finalize the form for distribution: Eric Edwards, Mat Fengler, and Bill Whitcomb have devoted much effort to develop the form to its current point. Considerable discussion was held on finalizing the notes, instructions, and a narrative explanation to accompany the form when distributed to member cities and counties.
- ❖ Some discussion was held on the best methods for distribution of the form to the membership. No final decisions were made on the method(s) but multiple distribution methods will most likely be used to include: web posting for download and direct mailing to cities and counties. The committee will encourage a collaborative effort of appropriate local agency decision makers in completing the form.
- ❖ Bill Whitcomb and Mat Fengler will continue to refine the form based on the committee discussions.
- ❖ The committee tentatively agreed to meet again on February 11, 2003 at the CRAB office in Olympia.